



**Friends of the Ridgecrest Branch Library**  
Board Meeting Minutes, November 20, 2019

**Board members present:** Brent Clark Palmer, Patricia Walters, Nani Banks, Carol Pearson, Peggy Johnson, and Barbara Lupei. **Library Administrator:** Charissa Wagner. **Guests:** Suzette Caufield, representative for the Ridgecrest/Indian Wells Valley area for the County Administrative Office, and Terri Middlemiss.

The meeting was called to order at 10:06 a.m. The agenda was approved. The minutes of the October 16, 2019 meeting were approved.

**Librarian's Report:** Charissa reported

- Young readers claimed 87 free fair tickets as their prizes in the “Read Your Way to the Desert Empire Fair” reading challenge.
- The Greater Bakersfield Legal Aid visit will be back on December 3rd to cover Tenant’s Rights. Flyers are going out to people who receive food baskets for Thanksgiving. They will also be delivered by a person visiting low income neighborhoods.
- Books provided by the Community Connection with Veteran’s grant have started to come in. The soft opening for the veteran’s information area is in December. She met with the County’s Veteran’s Services Officer.
- The Thank-A-Vet art card project brought in 150 items to cheer veterans in November.
- The book budget will be lower this year so more will be pulled from the Branch Trust than last year, which was very little.
- Closure dates include:
  - November 28-30 Thanksgiving
  - December 6 Training Day in Bakersfield
  - December 24-January 1 Christmas and New Year Holidays
- The 2020 Census starts April 1st. Postcards will go out in March to explain the methods available for completing the census. Brochures will be available in the library that explain the importance of the census to the community and to offer information on job opportunities. A kiosk will be available in the library for those without home computers or who prefer to use a public computer. People can request paper questionnaires. Home visits will be made to those who have not responded.
- There is interest in starting a homebound books service again. Volunteers are needed to deliver/pick-up books 3 or 4 times a month. It was suggested that Homemakers Service or another organization that delivers already might be a good alternative to having FRBL volunteers set it up.
- The Early Literacy Station in the Children’s Room is past its prime and can’t be updated anymore. Charissa has proposed a conference special price of \$2,700 that would update both the hardware and software if we act quickly. The educational software is in both English and Spanish. A motion was made, and seconded, to allow expenditure of \$2,700 for the hardware and software upgrades. Charissa will make the purchase.

**President's Report:** Brent reported

- FRBL just received an \$8,000 anonymous donation coordinated by Charissa.
- The "Gifts That Give Hope" Alternative Gift Fair, hosted by the Rotary Club of China Lake, took place on Saturday, November 14th. The turn out was a bit disappointing, but working at the booth was interesting and we got to talk to many of the representatives of the 20 or more other organizations representatives. Barbara shared that a total of \$6,800 was collected and each of the organizations did raise funds.
- After the Alternative Gift Fair, the Mary Kay Foundation donated 50 kits for veterans containing Mary Kay sunscreen and lip balm. These will be available at the veteran's table when it opens.
- A building on Inyokern Road near Norma has been offered by Nancy Saxton for our annex. It needs a major clean out. It would be a good location for the on-going sale and the semi-annual sales.
- Election of 2020 Board of Directors: Janice Norcross resigned her position as Member-at-Large by email after several years of dedicated work on the board. Terri Middlemiss is available to fill the position. A motion was made, and seconded, to elect the new board as follows:

President: Brent Clark Palmer	VP Membership: Carol Pearson
VP Book Sales: Brian Wall	Treasurer: Nani Banks
Secretary: Barbara Lupei	Member-at Large: Patricia Walters
Member-at-Large: Peggy Johnson	Member-at-Large: Terri Middlemiss

The motion was passed unanimously by all FRBL members present. Brent reminded us that should he be incapacitated it is specified in the by-laws that the VP of Membership should step in.

- Brent brought up the fact that our group uses the federal tax id of the Friends of the Kern County Library as a sub-group of that organization. However, this has posed a problem when he has put a lot of work into grant applications and then had the main group say they will not do their part to finish the process. There have also been issues when our group is working to influence legislation on our own. The options seem to be, 1. Leave the main group and form our own non-profit, or 2. Continue working within the main group but obtain our own tax id. He will bring more info to the next meeting.

**Treasurer's Report:** Nani reported

- The monthly income was: \$829.23 in the salesroom, \$1,230.12 from the Fall Book Sale. The check from the Starr Estate was deposited and then transferred to the Edward Jones account and invested in CDs.
- In 2019 the Branch Trust spent down \$20,000. This included the book drop, special order books, and re-orders made by Charissa during the weeding project. The balance is \$12,000 now. Brent suggested not adding the usual amount of \$7,000 now. More money can be moved if needed during 2020. A motion was made, and seconded, to NOT send additional funds to the Branch Trust at this time. The motion was passed.
- A motion was made, and seconded, to move \$20,000 from cash to CDs at Edward Jones. The motion was passed.
- A motion was made, and seconded, to approve \$500 to replace the Little Free Library at Upjohn Park that was destroyed by vandals. The motion was passed and this amount will be added to the 2020 budget.

**Vice-President, Membership Report:** Carol reported

- Since the last meeting there have been 2 business renewals and 8 member renewals.
- The wording for the newsletter section reference to the donation from Elise Starr was discussed. Since her intention was to honor her brother John and his dedication to the FRBL, plus the fact that so many local people knew John, the decision was made to list the bequest as "In Loving Memory to John Starr".

**Vice-President, Book Sales Report:** Brian reported

- Brian announced a Parking Lot Sale for December 14th near the pods outside the annex. (This was later cancelled to allow annex team more time to organize the pods and take some time off.)
- DVD prices have been changed to \$1.50.

**Old Business:**

- Brian offered to work on the replacement for the Little Free Library in Upjohn Park.
- Patricia reminded Brent to send a letter to the editor thanking WACOM. She suggested another letter thanking Bertrand.

**New Business:**

- Charissa mentioned that funds were donated nearly two years ago for the Storybook Walk. This is also intended for Upjohn Park because it has a sidewalk all the way around the park. She reminded us that the posts (20 to 24) would be of metal with plexiglass page holders. She would like to see the stories changed once a quarter. She could suggest books. Pages would be copied 2x and placed on each side of the plexiglas so it could be read from either side. Suzette volunteered her group to assemble and install the posts/displays when ready. Charissa will send her a link for more info. Suggestions for volunteers to change out the books included the Gateway PTO or a High School club or volunteer organization. The High Desert Ultra donated \$1,500.

**Adjournment:** The meeting was adjourned at 12:05 p.m. Members were encouraged to eat lunch at Pizza Factory or Beanster's to support the fundraiser.

The next Board meeting will be **Wednesday, January 15th** at 10:00 a.m. at the Ridgecrest Library Community Room.

Respectfully submitted,

Barbara Lupei, Secretary